



Commanding Officer, Headquarters Battalion
Violence Prevention

Leadership is the key to violence prevention. Through leadership, commanders and leaders create a culture that discourages unlawful violence and encourages increased reporting of warning signs/indicators of potential violence.

-- MCO 5580.3



1. Purpose. Our Violence Prevention Program (VPP) is designed to protect our Marines, Sailors, civilian employees, family members, contractors, and visitors from any act of physical violence against persons or property, physical or verbal threats, intimidation, harassment, or other inappropriate, disruptive behavior that causes fear for personal safety at or outside of the worksite. We must all embrace and live by the tenets of this program to guarantee a safe environment for ourselves, and those around us.
2. Zero Tolerance. Acts or threats of inflicting harm or violence, whether either explicit or implicit, are crimes in accordance with federal and local laws. As such, they will not be tolerated. I support any and all efforts made by the leadership within the Battalion in dealing with violent or other behavior in our workplace, and will ensure that appropriate actions are taken against in response to a substantiated threat or act of intimidation or violence.
3. Leadership Is Key. Leaders at every level must actively promote a culture that discourages unlawful violence and encourages increased reporting of warning signs and indicators of potential violence. To achieve this culture all personnel within the Battalion are directed to review Marine Corps Order 5580.3, Violence Prevention Order. Leader and supervisors will ensure that training is conducted for their subordinates in accordance with the order.
4. Violence Prevention Tenets. The key tenets of our program are:
 - Recognizing the warning signs and indicators of potential violence as described in MCO 5580.3. Those best positioned to recognize these warning signs and indicators of violence from an individual are his/her family, friends, coworkers, and immediate supervisor. In other words, those that knows him/her the best. As such, it is critical that all personnel understand and apply the principles of recognition and reporting.
 - Reporting the warning signs and indicators of potential violence quickly via the chain of command or appropriate responsible party such as a supervisor, Provost Marshal Office (PMO), Marine Corps Police Department (MCPD), contractor representative, or web-based reporting system, or anonymous hotline as described in MCO 5580.3. If violence is imminent or on-going, contact PMO/MCPD immediately and warn targeted victims. Take all threats seriously. When in doubt, tell someone!
 - Responding to the warning signs and indicators of potential violence to prevent escalation. Effective recognition and reporting will enable proactive responses that prevent violent acts from ever occurring. Open information sharing will improve awareness, enabling ever-improving command responsiveness. Our VPP response process has five-steps complementary to MCO 5580.3:
 - 1) Maintain awareness, and recognize the warning signs and indicators of potential violence
 - 2) Assess the threat
 - 3) Figure out how to best deescalate the situation, then take action
 - 4) Watch carefully to ensure the risk of violence has subsided
 - 5) Report via your chain of command, immediate supervisor, or an appropriate agency
5. Active Shooter. Your immediate actions during an active shooter situation are to run, hide, and fight. However, as every situation is different, we must be prepared to execute several different response options. To do so, the Battalion will regularly schedule and conduct active shooter training. In addition, all personnel are directed to watch the 5-minute video on active shooter procedures entitled "Run, Hide, Fight" at <http://www.youtube.com/watch?v=5VcSwejU2D0>.

Semper Fidelis,

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